



# The City of West University Place

*A Neighborhood City*

## CITY COUNCIL

Susan Sample, Mayor  
Bob Kelly, Mayor Pro Tem  
Burt Ballanfant, Councilmember  
Brennan Reilly, Councilmember  
Mardi Turner, Councilmember

## STAFF

M. Chris Peifer, City Manager  
Alan Petrov, City Attorney  
Thelma Gilliam, City Secretary

## CITY COUNCIL MEETING ACTION MINUTES

Audio of this meeting in its entirety is on the City's website.

The City Council of the City of West University Place, Texas, met in regular session on **Monday, February 13, 2017**, in the Municipal Building, 3800 University, West University Place, Texas beginning at 6:30 p.m.

Agenda Items were as follows:

**Call to Order.** Mayor Sample called the meeting to order at approximately 6:30 p.m. in the Council Chambers. Council and Staff in attendance were: Mayor Pro Tem Kelly, Councilmembers Ballanfant, Reilly and Turner, City Manager Peifer, City Secretary Gilliam, City Attorney Petrov, Public Works Director Beach, Interim Finance Director Bogart, Treasurer Waits, and Police Chief Walker.

Eagle Scout Jackson Marccacio, Troop 354, led the Pledge of Allegiance.

City Secretary Gilliam confirmed that the notice of this meeting was duly posted in accordance with the Texas Government Code, Chapter 551.

### 1. Public Comments

This was an opportunity for citizens to speak to Council relating to agenda and non-agenda items.

### 2. Facilities Joint Public Hearing with Zoning and Planning Commission

Matters related a joint public hearing with the Zoning and Planning Commission to review and discuss possible amendments to the zoning ordinance regarding the minimum number of parking spaces required in the Town Center Commercial District. *Recommended Action: Hold Public Hearing. Ms. Debbie Scarcella, City Planner and Mr. Richard Wilson, ZPC Chair*

Councilmember Reilly moved to keep the public hearing open until the Zoning and Planning Commission comes back before Council. Mayor Pro Tem Kelly seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Kelly, Ballanfant, Reilly, Turner  
**Noes:** None  
**Absent:** None

ZPC Chair Wilson moved to suspend the hearing and continue at the meeting to take place at the conclusion of this joint hearing. Commissioner Bob Higley seconded the motion. **MOTION PASSED.**

**Ayes:** Wilson, Cutrer, Jensen, McEnany, Kuykendall, Tsai, Higley  
**Noes:** None  
**Absent:** None

3. **Joint Public Hearing with Zoning and Planning Commission**

Matters related to a joint public hearing with the Zoning and Planning Commission to review and discuss possible amendments to the Zoning Ordinance regarding building site designations; the definition of school use; curb cuts; and through lots. *Recommended Action: Hold Public Hearing. Ms. Debbie Scarcella, City Planner and Mr. Richard Wilson, ZPC Chair*

During public comments, Councilmember Reilly moved to grant speaker additional time. Mayor Pro Tem Kelly seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Kelly, Ballanfant, Reilly, Turner  
**Noes:** None  
**Absent:** None

Again during public comments, Councilmember Reilly moved to grant speaker additional time. Mayor Pro Tem Kelly seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Kelly, Ballanfant, Reilly, Turner  
**Noes:** None  
**Absent:** None

Chair Wilson moved to suspend the ZPC hearing to continue at the ZPC meeting scheduled after the joint hearing with City Council. Commissioner Kuykendall seconded the motion. **MOTION PASSED.**

**Ayes:** Wilson, Cutrer, Jensen, McEnany, Kuykendall, Tsai, Higley  
**Noes:** None  
**Absent:** None

Councilmember Reilly moved that City Council suspend its hearing and reconvene it at the next meeting. Mayor Pro Tem Kelly seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Kelly, Ballanfant, Reilly, Turner  
**Noes:** None  
**Absent:** None

4. **Quiet Hours Ordinance**

Matters related to Ordinance 1779 regarding quiet hours. *Recommended Action: Discuss and take any desired action. Mr. Brennan Reilly, Councilmember*

No Action Taken.

5. **Amending Section 2-133 of the Code of Ordinances**

Matters related to an ordinance amending Section 2-133 of the Code of Ordinances to change City Treasurer to Finance Director. *Recommended Action: Approve ordinance amending Section 2-133 of the Code of Ordinance to change City Treasurer to Finance Director. Ms. Claire Bogard, Interim Finance Director*

Councilmember Reilly moved that Council amend the ordinance amending Section 2-133 of the Code of Ordinances payment procedures as set forth in the attachment to the agenda. Councilmember Ballanfant seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Kelly, Ballanfant, Reilly, Turner  
**Noes:** None  
**Absent:** None

**6. Signatories on City Accounts**

Matters related to approving a resolution authorizing signatories on City accounts. *Recommended action: Approve resolution designating the authorized signatories on the City's accounts. Ms. Claire Bogard, Interim Finance Director*

Councilmember Reilly moved to approve the resolution designating West University Place's check signers. Councilmember Turner seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Kelly, Ballanfant, Reilly, Turner  
**Noes:** None  
**Absent:** None

**7. Future Agenda Items**

Matters related to future agenda items. *Recommended Action: Discuss and take any desired action. City Council*

Councilmember requested that discussion on taking action on City policies regarding budget reserves be added to the agenda for the first meeting in March. Mayor Pro Tem Kelly seconded the request.

**8. Consent Agenda**

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

**A. City Council Minutes**

Approve City Council Minutes of January 23, 2017. *Recommended Action: Approve Minutes. Ms. Thelma Gilliam, City Secretary*

**B. Ordinance Calling the May 6, 2017 Election**

Matters related to the 2017 election, including designating election precincts and the polling place. *Recommended Action: Approve ordinance calling the May 6, 2017 Election on the second and final reading. Ms. Thelma A. Gilliam, City Secretary*

**Ordenanza por la que se convoca la elección del 6 de mayo de 2017**

Asuntos relacionados con la elección de 2017, incluyendo la designación de los recintos electorales y el lugar de votación. Acción recomendada: Aprobar la ordenanza de convocatoria de la elección del 6 de mayo de 2017 en la segunda y última lectura. Sra. Thelma A. Gilliam, Secretaria de la Ciudad

**C. Investment Policy**

Matters related to a resolution changing signature information for the City's Investment Policy. *Recommended Action: Approve resolution authorizing changes in signatories for the City's Investment Policy. Mr. Wally Waits, Treasurer*

Councilmember Reilly requested that Item C of the Consent Agenda be removed for discussion.

Mayor Pro Tem Kelly moved to approved Consent Agenda items A and B as presented. Councilmember Turner seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Kelly, Ballanfant, Reilly, Turner  
**Noes:** None  
**Absent:** None

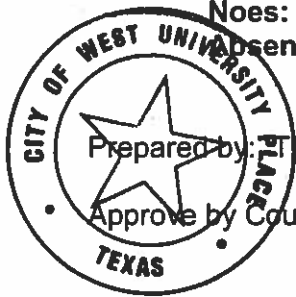
After discussion of Agenda Item C, Councilmember Reilly moved that City Council adopt the revised Investment Policy. Mayor Pro Tem Kelly seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Kelly, Ballanfant, Reilly, Turner  
**Noes:** None  
**Absent:** None

9. **Adjourn**

Mayor Pro Tem Kelly moved to adjourn at approximately 8:50 p.m. Councilmember Ballanfant seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Kelly, Ballanfant, Reilly, Turner  
**Noes:** None  
**Absent:** None



Prepared by:  Thelma A. Gilliam, TRMC, City Secretary

Approved by Council: 02/27/17